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ONE HUNDRED TENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON STANDARDS OF  
OFFICIAL CONDUCT

Washington, DC 20515-6328

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TODD UNGERECHT  
COUNSEL TO THE RANKING  
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL  
(202) 225-7103

July 20, 2007

### SENIOR STAFF TRAINING SCHEDULE

#### MEMORANDUM FOR ALL MEMBERS, OFFICERS AND EMPLOYEES

**FROM:** Committee on Standards of Official Conduct  
Stephanie Tubbs Jones, Chairwoman  
Doc Hastings, Ranking Republican Member

During the district work period in August, and through the end of this year, the Standards Committee will hold advanced ethics training sessions that meet the **additional** one-hour requirement for all **House officers and senior-level staff** – that is, those employees who are required to file a Financial Disclosure Statement (including “principal assistants”) – on the following dates:

**Room HC-5, in the Capitol:**

- **Tuesdays, August 7, 14, 21, and 28, beginning at 11:00 a.m.**

After the August work period, additional sessions in Room HC-5 will be held each Monday, beginning at 4 p.m. Due to seating limitations, attendance at these sessions will be **limited to 150 individuals**. Staff are encouraged to arrive early.

These advanced ethics training sessions will provide an overview of the ethics rules and standards of conduct concerning the outside earned income and employment limitations and related rules on outside activities, including possible conflict of interest considerations. Officers and senior staff attending these sessions will receive a training attendance certificate.

**No RSVP is required** to attend any of the Committee's ethics training sessions. Members and staff with any questions may contact the Committee's Office of Advice and Education, at (202) 225-7103.